

HARMONY TOWNSHIP COMMITTEE
REORGANIZATION/REGULAR MEETING

January 4, 2022 @ 6:00 p.m.

A G E N D A

****REORGANIZATION MEETING****

CALL TO ORDER BY MUNICIPAL CLERK

**OPEN PUBLIC MEETINGS
STATEMENT**

PLEDGE OF ALLEGIANCE

Swearing in of Committeeman Elect for 2022 (3yr term); Brian Tipton
-Oath of Office

ROLL CALL:

Call for Nominations for Appointment of Mayor
-Oath of Office

(Meeting gets turned over to the Mayor at this time)

Call for Nominations for Appointment of Deputy Mayor
-Oath of Office

Appointments by Mayor (If necessary)

Motion to Approve Resolutions R:22-1 through R:22-10

- | | |
|---------|---|
| R:22-1 | Committee Appointments by Resolution |
| R:22-2 | Resolution Establishing Rate of Interest to be charged for Non-payment of Taxes |
| R:22-3 | Resolution Establishing a Cash Management Plan |
| R:22-4 | Resolution Designating Newspapers to Receive Notices of Meetings of Township |
| R:22-5 | Resolution Designating Meeting Dates and Time |
| R:22-6 | 2022 Temporary Budget Adoption |
| R:22-7 | Resolution Tax Assessor is authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes |
| R:22-8 | Resolution Authorizing the Tax Assessor of the Township of Harmony to File corrective appeals with the Warren County Board of Taxation concerning those properties wherein errors have been made, to represent the Township of Harmony in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Township of Harmony |
| R:22-9 | Resolution Authorizing Non-Fair and Open Contracts Awards for Professional Services |
| R:22-10 | PACO Appointment |

****REGULAR MEETING BUSINESS****

CONSENT AGENDA:

MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDES THE FOLLOWING WHEN AVAILABLE

Reports: Attorney Report Engineer Report
Zoning Report Tax Office Report
Minutes: December 7, 2021

Resolutions:

CORRESPONDENCE REVIEW:

1. Notice from NJ Highlands Council awarding funding from the Amended Plan Conformance Grant in the amount not to exceed \$15,000.00 for review of Harmony Township's Master Plan
2. Notice from Franklin Twsp. Adopting Ordinance 2021-10 on 12/6/2021.

NEW BUSINESS:

1. Schedule budget meeting

OLD BUSINESS:

- ## 1. McLain Preservation Project

VOUCHERS:

EXECUTIVE SESSION:

(if necessary)

PUBLIC COMMENTS:

ADJOUN

Motion to adjourn the Reorganization and Regular Committee Meeting

NOTICE

*** This Agenda is subject to change by order of the Harmony Township Committee before, and / or during the scheduled meeting ***

HARMONY TOWNSHIP BOARD OF HEALTH REORGANIZATION
(Commencing Immediately Following the Regular Meeting of the Committee)
January 4, 2022
AGENDA

CALL TO ORDER BY MUNICIPAL CLERK TO REORGANIZE THE LOCAL BOARD OF HEALTH :

CALL FOR A MOTION TO APPOINT: -Chairman
-Vice-Chairman
-Secretary (Kelley Smith)

CONSENT AGENDA:

Motion to adopt the following RESOLUTIONS:

- R:BOH2022-1; Resolution Designating Newspapers to Receive Notices of Meetings
- R:BOH2022-2; Resolution in Regard to Regular Meeting Dates

NEW BUSINESS:

- Approval of Food Handlers Licenses

PUBLIC COMMENTS:

MOTION TO ADJOURN:

NOTICE

* This Agenda is subject to change by order of the Harmony Township Board of Health before, and / or during the scheduled meeting *

RESOLUTION NO. 22-1
TOWNSHIP OF HARMONY
COUNTY OF WARREN

BE IT RESOLVED by the Township Committee of the Township of Harmony that:

WHEREAS, the Township Committee of the Township of Harmony is required by law to make various appointments to fill various municipal positions and offices in the Township of Harmony beginning on January 1, 2022 and expiring on December 31st of the end of the term year as indicated, as part of its annual reorganization; and

WHEREAS, the Township of Harmony desires to incorporate these appointments, some of which are statutory and others which involve rendering of professional services, which do not require public advertising or bidding on this memorializing resolution;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony that the following individuals are hereby appointed to the positions opposite their names and for the term specified therewith:

<u>Individual Appointed</u>	<u>Position</u>	<u>Term of Office</u>
Kelley D. Smith	Certifying Agent for Department of Personnel	1 Year
Kelley D. Smith	Affirmative Action Compliance Officer	1 Year
Courtney Morrow	Full Time Office Assistant/ Licensing Official	1 Year
Wesley Garrison	9-1-1 Coordinator	1 Year
Zachary Becker	Deputy 9-1-1 Coordinator	1 Year
Mike Finelli	Public Officer	1 Year
Mike Finelli	Zoning Officer	1 Year
Katrina Campbell	Municipal Attorney	1 Year
Michael Finelli	Municipal Engineer	1 Year
Stan Shrek	Municipal Planner	1 Year
Brian Tipton	Solid Waste Advisory Council	1 Year

John D. Draikiwicz	Bond Counsel	1 Year
Kelley D. Smith	Recycling Coordinator/ Clean Communities Coordinator	1 Year
Ruth Skirst	Historical Preservation Commission	4 year
Karl VanAssen	Historical Preservation Commission	4 year
Roger Skoog, Esq.	Municipal Prosecutor (professional services pursuant to N.J.S.A. 40A:11-5)	1 Year
Scott M. Wilhelm, Esq.	Public Defender	1 Year
Brian Tipton	Class I Land Use Board Member	1 year
OPEN	Class II Land Use Board Member	1 year
Richard Cornely	Class III Land Use Board Member	1 year
Don Troxell	Class IV Land Use Board Member	4 years
Dara Rossi	Class IV Land Use Board Member	4 years
Glen Fohr	Class IV Land Use Board Member	4 years
James Bronico	#4 Alternate Land Use Board Member	2 years

BE IT FURTHER RESOLVED that a copy of this Resolution shall remain on file and be available for public inspection in the office of the Municipal Clerk of the Township of Harmony during regular business hours.

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution duly and unanimously adopted by the Harmony Township Committee at its reorganization meeting held on January 4, 2022.

Kelley D. Smith
Municipal Clerk

**HARMONY TOWNSHIP
WARREN COUNTY, NEW JERSEY
RESOLUTION NO. 22-2**

**RESOLUTION ADOPTED AT MEETING ASSEMBLED BY
THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
HARMONY ON JANUARY 4, 2022 ESTABLISHING THE
RATE OF INTEREST TO BE CHARGED FOR NON-PAYMENT
OF REAL PROPERTY TAXES WHEN THE SAME SHALL
BECOME DUE AND PAYABLE**

WHEREAS, pursuant to N.J.S.A. 54:4-66, taxes are payable each and every year in four installments, to wit: February 1, May 1, August 1 and November 1, respectively, following which dates if the same remain unpaid, they become delinquent; and

WHEREAS, pursuant to N.J.S.A. 54:4-67, the governing bodies of municipalities may fix the rate of interest to be charged, among other things, for non-payment of delinquent taxes owing them; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to define a tax delinquency as follows:

“Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of Ten Thousand (\$10,000.00) Dollars who fails to pay the delinquency prior to the end of a calendar year. The penalty so fixed shall not exceed six (6%) per cent of the amount of delinquency”; and

WHEREAS, N.J.S.A 54:5-61 has been amended relating to the amount to be charged on account of a tax sale certificate as follows:

“When the taxes, interest and costs so exceed the sum of Five Thousand (\$5,000.00) Dollars, such additional sum shall be equal to four (4%) per cent of such amount paid; and when that sum exceeds the sum of Ten Thousand (\$10,000.00) Dollars, such additional sum shall be equal to six (6%) per cent of such amount paid. This section shall also apply to all existing certificates held by municipalities on the effective date of this act”;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony that commencing with the installment payments due on February 1, 2021 for real property taxes and thereafter during each and every succeeding quarterly period, interest shall be charged at the rate of eight (8%) per cent per annum on the first \$1,500.00 of the delinquency and eighteen (18%) per cent per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment; provided, however, that no interest shall be charged if payment of any installment is made within ten days after the date upon which the same shall become payable;

BE IT FURTHER RESOLVED by the Township Committee that a penalty of six (6%) per cent of any tax delinquency in excess of Ten Thousand (\$10,000.00) Dollars shall be charged to any taxpayer who has incurred same where said delinquency is not cured prior to the end of the calendar year;

BE IT FURTHER RESOLVED that the Township of Harmony hereby charges such additional six (6%) per cent penalty on all existing tax sale certificates held by the Township where said sum exceeds Ten Thousand (\$10,000.00) Dollars, which penalty shall be applied to all certificates presently held by the Township as well as those which may be subsequently acquired by it as a result of future tax sales.

* * * * *

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution duly and unanimously adopted by the Harmony Township Committee at its reorganization meeting held on January 4, 2022.

Kelley D. Smith
Municipal Clerk

TOWNSHIP OF HARMONY
COUNTY OF WARREN
RESOLUTION NO. 22-3

RESOLUTION BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
HARMONY, COUNTY OF WARREN, STATE OF NEW JERSEY, DESIGNATING A
CASH MANAGEMENT PLAN

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A. 40A:5-2, 5-15.1 has amended to require that each municipality designate a Cash Management Plan for the deposit of local unit's monies.

I. STATEMENT OF PURPOSE

The Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investments (Permitted Investments") of certain public funds of the Township of Harmony pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to prove that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding the availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony that the following Cash Management Plan be adopted by the Township of Harmony:

II. IDENTIFICATION OF FUNDS AND ACCOUNTYS TO BE COVERED BY THE PLAN

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Harmony:

Valley National Bank, Belvidere, NJ

Fulton Bank, Oxford, NJ

State of New Jersey Cash Management Fund

III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF HARMONY
AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

A. The Chief Financial Officer of the Township of Harmony is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such deposits or any Permitted Investments, such officials of the Township of Harmony are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

B. Designation of Official Depositories:

1. The following financial institutions are designated as official depositories:
All Official Depositories Located within the State of New Jersey Federal Reserve Bank
New Jersey Cash Management Plan under the direction of the Chief Financial Officer.
2. Designated official depositories are required to submit to the Chief Financial Officer of the Township of Harmony a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act notification of eligibility which must be filed semi-annually in the Department of Banking as of June 30th and December 31st of each year.
3. Designated official depositories are required to submit to the Chief Financial Officer a copy of the institution's "Annual Report" on an annual basis.

IV. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM
THE DESIGNATED OFFICIALS MAY DEAL

A. The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township of Harmony referred to in this may deal for purposes of buying and selling securities identified in the Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of the Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

B. Deposit of Funds: All funds shall be deposited within forty-eight (48) hours of receipt in accordance with the State Statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.
2. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State, Federal laws or local ordinance prohibit the earning of interest on such funds.

C. Designation of Allowable Investment Instruments:

1. The Township may permit deposits and investments in such depositories as permitted in Section 4 or P.L. 1970, (C.17:9-44).

D. Definition of Acceptable Collateral and Protection of Township Assets:

1. All designated depositories must conform to all applicable State Statutes concerning depositories of public funds.
2. All depositories shall obtain the highest amount possible of F.D.I.C. and/or F.S.L.I.C. coverage of all Township Assets (Demand and Certificate of Deposit).
3. Collateral will be required for all deposits and investments of the Township, except those in the State Cash Management Plan, collateral must have a market value of not less than 100 per cent of all deposits and investments.

V. AUTHORIZED INVESTMENTS

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market funds.
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to Section 1 of P.L/ 1977, C. 281 (C.52:18A-90.4); or

8. Agreements for the repurchase of fully collateralized securities if:
- a. the underlying securities are permitted investments pursuant to paragraphs (i) and (3) of this subsection a.
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days.
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, C.236 (C. 17:9-41); and
 - e. a master repurchases agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund.

An investment company or investment trust:

- a. which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940”, 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec 270.2a-7.
- b. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- c. which has: attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940”, 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool.

An investment pool:

Which is managed in accordance with 17 C.F.R. sec 270.2a-7;

Which is rated in the highest category by a nationally recognized statistical rating organization;

Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;

Which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968, C.410 (C. 52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for safety, liquidity, and yield of the investments;

Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; and

Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 C. 9 (C. 49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VI SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To extend that any Deposit or Permitted Investments involves a document or security which is not physically held by the Township of Harmony, then such instrument or security shall be covered by a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Harmony to assure that there is not unauthorized use of the funds or the Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the Township of Harmony or by a third-party custodian prior to or upon the release of the Township of Harmony's funds.

To assure that all parties with whom the Township of Harmony deals wither by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of the Plan in writing, a copy of which shall be on file with the Designated Official(s).

VII REPORTING PROCEDURES

A. The Chief Financial Officer shall prepare for the Township Committee the following investment reports:

1. Monthly reporting:

A listing of all investments as part of the Chief Financial Officer's monthly report which shall include, at a minimum, the following information:

The name of the institution holding funds of the Township of Harmony as a Deposit or a Permitted Investment.

The amount of securities or Deposits purchased or sold during the immediately preceding month.

The class or type of securities purchased or Deposits made.

The book value of such Deposits or Permitted Investments.

The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earning during the immediately preceding month.

The fees incurred to undertake such Deposits or Permitted Investments.

The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.

All other information which may be deemed reasonable from time to time by the governing body of the Township of Harmony.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times required by the auditors.

VIII MAXIMUM MATURITY POLICY

A. Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.

IX CONTROLS

When possible, the internal controls should provide for a separation of the investment placement functions and accounting activity. Controls must be designated for telephone orders, wire transfers and securities, safekeeping, only specifically designated personnel of the Department of Finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review the day's activity.

X BONDING

The following officials shall be covered by surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer

Tax Collector

Staff members of the Department of Finance not covered by separate surety bonds shall be covered by public employees' faithful performance bond in minimum amount of \$10,000.00.

XI COMPLIANCE

- A. The Cash Management Plan of the Township of Harmony shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution duly and unanimously adopted by the Harmony Township Committee at its reorganization meeting held on January 4, 2022.

Kelley D. Smith
Municipal Clerk

R:22-4

Harmony Township

Warren County, New Jersey

**RESOLUTION OF THE TOWNSHIP OF HARMONY, COUNTY OF WARREN AND
STATE OF NEW JERSEY, DESIGNATING NEWSPAPERS TO RECEIVE NOTICES
OF MEETINGS**

WHEREAS, Section 3 (d) of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers, one of which shall be designated as the official newspaper of the Township of Harmony; and

WHEREAS, the second newspaper designated by this body must be one that has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren, and State of New Jersey:

- 1) The EXPRESS-TIMES Warren County NJ Zone and/or The EXPRESS-TIMES is hereby designated as the official newspaper of the Township of Harmony to receive all notices of meetings as required under the Open Public Meetings Act.
- 2) The STAR-LEDGER is hereby designated as the secondary newspaper which also has the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

This Resolution shall take effect immediately.

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Harmony Township Committee at a meeting held on January 4, 2022.

Kelley D. Smith

Municipal Clerk

**HARMONY TOWNSHIP
WARREN COUNTY, NEW JERSEY
RESOLUTION NO. 22-5**

**RESOLUTION BY THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF HARMONY, COUNTY OF WARREN
STATE OF NEW JERSEY, IN REGARD TO REGULAR
MEETING DATES**

WHEREAS, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year not later than January 10th of such year, every public body shall post and mail to newspapers designated by said body a schedule of the location, time and date of each regular meeting of said body during the succeeding year;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren and State of New Jersey, as follows:

1. Due to the COVID 19 health emergency the regular meetings of the Township Committee of the Township of Harmony, County of Warren, State of New Jersey, shall be held via hybrid (in-person and on the virtual planform ZOOM). Instructions for joining the meeting can be found at harmonytwp-nj.gov. All Meetings will commence at 6:00 p.m., prevailing time, on the following dates in the year 2022:

January	4 (Tues.)	July	5 (Tues.)
February	1 (Tues.)	August	2 (Tues.)
March	1 (Tues.)	September	6 (Tues.)
April	5 (Tues.)	October	4 (Tues.)
May	3 (Tues.)	November	1 (Tues.)
June	7 (Tues.)	December	6 (Tues.)

2. This Resolution shall take effect immediately.

* * * * *

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution duly and unanimously adopted by the Harmony Township Committee at its meeting held on January 4, 2022.

Kelley D. Smith, RMC
Municipal Clerk

Harmony Township
Warren County, NJ
R:22-6
TEMPORARY BUDGET

WHEREAS, Title 40A:4-19 known as the Local Budget Law, provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2021 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided, and;

WHEREAS, the total appropriations in the 2021 budget, less appropriations made for the Capital Improvement Fund, Debt Service, Relief for the Poor (Public Assistance) and Deferred Charges are as follows:

General Fund: \$2,380,990.42

AND;

WHEREAS, 26.25% of the total appropriations in the 2021 budget, less the appropriations made for Capital Improvement Fund, Debt Service, Relief for the Poor (Public Assistance), and Deferred Charges are as follows,

General Fund: \$625,009.99

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren that the temporary appropriations be made in the amount of \$625,009.99 for the General Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for recordkeeping.

CERTIFICATION

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Harmony Township Committee at a meeting held on January 4, 2022.

Kelley D. Smith
Municipal Clerk

RESOLUTION
HARMONY TOWNSHIP, WARREN COUNTY
R:22-7

TOWNSHIP OF HARMONY TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Harmony has been informed by the Tax Assessor of the Township of Harmony that from time-to-time, changes in property use occur in the Township so that such properties become subject to roll-back taxes pursuant to the Farmland Assessment Act of 1964; and

WHEREAS, the Tax Assessor of Harmony Township has requested the Township Committee authorize him to file petitions, notices and other documents regarding the assessing of such roll-back taxes with the Warren County Board of Taxation; and

WHEREAS, the filing of these documents regarding roll-back taxes by the Tax Assessor of the Township of Harmony is important to the tax assessment process of the Township and the Tax Assessor has already filed petitions and other documents regarding such roll-back taxes with the Warren County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of Harmony Township that the Tax assessor of the Township of Harmony be, and he is hereby authorized to file petitions, notices and other documents regarding the assessing of roll-back taxes;

BE IT FURTHER RESOLVED that this Township Committee hereby confirms and approved of the actions of the Tax Assessor to date in filing such documents regarding roll-back taxes with the Warren County Board of Taxation.

CERTIFICATION

I, Kelley Smith, Municipal Clerk of the Township of Harmony, County of Warren and State of New Jersey, **DO HEREBY CERTIFY** that this is a true and correct copy of a Resolution adopted by the Township Committee of the Township of Harmony, at their reorganization meeting held on January 4, 2022.

WITNESS, my hand and seal of the Township of Harmony on this 4th day of January, 2022.

Kelley Smith, Municipal Clerk

RESOLUTION
HARMONY TOWNSHIP, WARREN COUNTY
R:22-8

TOWNSHIP OF HARMONY TAX ASSESSOR

WHEREAS, the Township Committee of the Township of Harmony has been informed by the Tax Assessor that from time to time errors are made in computing the tax assessment covering certain property located within the Township of Harmony, and

WHEREAS, the Tax Assessor has requested that the Township Committee authorize him to file corrections of such errors with the Warren County Board of Taxation, and

WHEREAS, the Tax Assessor is called upon to defend tax appeals filed with the Warren County Board of Taxation and to agree to stipulations of appeals,

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Harmony, County of Warren, State of New Jersey, that the Tax Assessor of the Township of Harmony be and is hereby authorized to file corrective appeals with the Warren County Board of Taxation concerning those properties wherein errors have been made, to represent the Township of Harmony in defense of appeals filed with said Board and to sign stipulations of appeals on behalf of the Township of Harmony, which he feels are proper and in the best interests of the Township of Harmony.

BE IT FURTHER RESOLVED that the Tax Assessor sends copies of such corrected assessment to the individuals involved.

CERTIFICATION

I, Kelley D Smith, Township Clerk of the Township of Harmony, County of Warren and State of New Jersey, do hereby certify, that this is a true and correct copy of a Resolution adopted by the Township Committee of the Township of Harmony, at their reorganization meeting held on January 4, 2022.

WITNESS, my hand and seal of the Township of Harmony, on this 4th day of January 2022.

Kelley Smith, Municipal Clerk

**HARMONY TOWNSHIP
WARREN COUNTY, NEW JERSEY
R:22-9**

A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES IN 2022

WHEREAS, the Harmony Township Committee has a need to acquire professional services as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, the following professionals have submitted contracts for services as indicated:

- Municipal Attorney; Katrina Campbell of the firm Lavery, Selvaggi, Abromitis & Cohen
- Municipal Engineer; Michael Finelli of the firm Finelli Consulting Engineers
- Municipal Planner; Van Cleef Engineering
- Municipal Bond Counsel; John Draikawitz of the firm Gibbons P.C.
- Municipal Auditor; Nisivoccia, LLC

WHEREAS, each professional, has completed and submitted a Business Entity Disclosure Certification which certified that they, have not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, the required certificate for the availability of funds has been filed by the chief financial officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned bond counsel services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Harmony authorizes the Mayor and Clerk of the Township of Harmony to enter into a contract with the professionals as described herein on and on behalf of the Township of Harmony for 1 year; for the calendar year 2021 and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

CERTIFICATION

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, Warren County, New Jersey is a true and correct copy of a Resolution approved by the Township Committee of the Township of Harmony at a regular meeting held on January 4, 2022.

Kelley D. Smith, Municipal Clerk/Administrator

**HARMONY TOWNSHIP
WARREN COUNTY, NEW JERSEY
R:22-10**

**Appointing Resolution
Public Agency Compliance Officer**

WHEREAS, The Township of Harmony (hereinafter "Public Agency") in accordance with N.J.A.C. 17:27-3.5 that each agency shall designate a Public Agency Compliance Officer; and

WHEREAS, the appointment is required to be submitted to the New Jersey Department of Treasury, Division of Contracts Compliance and Equal Employment Opportunity in Public Contracts and Audit Unit, EEO Monitoring Program; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of The Township of Harmony, in the County of Warren and State of New Jersey, as follows:

1. The Township of Harmony hereby designates Kelley D. Smith, as its Public Agency Compliance Officer;
2. A copy of this resolution will be sent to the Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program.

CERTIFICATION

I, Kelley D. Smith, Municipal Clerk of the Township of Harmony, Warren County, New Jersey is a true and correct copy of a resolution approved by the Township Committee of the Township of Harmony at a regular meeting held on January 4, 2022.

Kelley D. Smith
Municipal Clerk



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands

RECEIVED

DEC 21 2021

December 21, 2021

TOWNSHIP OF HARMONY
OFFICE OF THE MUNICIPAL CLERK

VIA EMAIL ONLY:

The Honorable Mayor Tipton
Township of Harmony
3003 Belvidere Road
Phillipsburg, NJ 08865

Subject: Task 3: Scope of Work for Harmony Township Master Plan Reexamination Report
Amended Plan Conformance Grant # 09-033-011-2110

Dear Mayor Tipton:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), I would like to thank you for your submission of Township of Harmony's Scope of Work for a Master Plan Reexamination Report. Please accept this letter as approval of the Scope of Work. You may now instruct your professionals that work may begin on these tasks.

This item was not previously funded as part of the Highlands Implementation Plan and Schedule and Amended Grant Agreement. Therefore, the Highlands Council has reallocated funds to accommodate the task in the attached revised Implementation Plan and Schedule and Amended Grant Agreement. The Township has been allocated a not-to-exceed amount of \$15,000 for completion of this component of Task 3. All payments are reimbursement-based and available when deliverables/milestones identified in the approved Scope of Work have been met. A replacement Page 6 of the Township's executed Amended Grant Agreement has been included for your files. All other provisions of the Plan Conformance Grant remain the same.

Please note that any costs associated with this project that were incurred prior to the issuance of this letter will not be considered reimbursable. Reimbursement of any future costs within the scope of this project will be made after submittal of work product and invoices.

Should you have any questions regarding this letter or details of the Scope of Work, please feel free to contact your municipal liaison, Corey Piasecki, at 908-879-6737 or corey.piasecki@highlands.nj.gov. We look forward to continued collaboration with Harmony Township in this important effort to protect and preserve the Highlands Region.

Sincerely,

Lisa J. Plevin
Executive Director

New Jersey is an Equal Opportunity Employer

CC: Committee #1
CFO

File → Highlands



CARL J. RICHKO
Chairperson

LISA J. PLEVIN
Executive Director

Attachment

c: Kelley D. Smith, Clerk

9. Budget	
Amount of Total Financial Assistance	\$191,181.49
Amount of Grant Funding Requested	\$126,200.00
Project Cost Breakdown	
Project Components	Cost Estimate
Task 1 – Housing Element/Fair Share Plan/IPS	\$27,955.00
Task 2 – Finalize / Adopt ERI	\$2,000.00
Task 3 – Highlands Element/Reexamination Report	\$25,000.00
Task 4 – Ag Retention/Farmland Pres.	\$20,000.00
Task 5 – Sustainable Econ. Dev. Plan	\$15,000.00
Task 6 – Land Use Ordinances	\$9,700.00
Task 7 – Checklist Ordinance	\$1,000.00
Task 8 – Municipal Zoning Map Update	\$5,000.00
Task 9 – Habitat Cons. & Mgmt. Plan	\$2,045.00
Task 10 – Stream Corr. Protection / Rest. Plan	\$1,000.00
Task 11 – Wastewater Mgmt. Plan	--
Task 12 – Highlands Training Sessions	\$2,500.00
Task 13 – Stormwater Management Plan	<u>\$15,000.00</u>
Total (All Tasks)	\$126,200.00
TOTAL	\$126,200.00
Source of Estimates	
As approved by the Highlands Council in the Highlands Implementation Plan and Schedule pursuant to Highlands Council Resolutions 2011-14, May 17, 2012, 2014-31, December 4, 2014, and 2015-16, July 16, 2015.	

Updated 12/20/2021

#2

TOWNSHIP OF FRANKLIN

COUNTY OF WARREN

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

STATE OF NEW JERSEY



December 7, 2021

David K. Dech, Planning Director
Warren County Planning Dept.
Wayne Dumont Admin. Bldg.
165 County Route 519 S.
Belvidere, NJ 07823

Lisa Burd Reindel, Clerk
Township of Greenwich
321 Greenwich Street
Stewartsville, NJ 08886

RECEIVED

DEC 10 2021

Margaret B. Dilts, Clerk/Admin.
Township of Lopateong
232 Third Street, Morris Park
Phillipsburg, NJ 08865

Kathleen Reinalda, Clerk
Township of White
555 CR 519
Belvidere, NJ 07823

TOWNSHIP OF HARMONY
OFFICE OF THE MUNICIPAL CLERK

Kelley D. Smith, Clerk
Township of Harmony
3003 Belvidere Road
Phillipsburg, NJ 08865

Christine Dispenza, Clerk
Bethlehem Township
405 Mine Road
Asbury, NJ 08802

Lisa Burd Reindel, Clerk
Bloomsbury Borough
91 Brunswick Avenue
Bloomsbury, NJ 08804

Ann Kilduff, Clerk
Township of Washington
211 State Route 31 North
Washington, NJ 07882

Linda Leidner, Clerk
Hampton Boro Municipal Bldg.
PO Box 418
Hampton, NJ 08827

NOTICE is hereby given that Ordinance No. 2021-10 was adopted on December 6, 2021 by the Franklin Township Committee, Warren County, NJ.

ORDINANCE 2021-10

AN ORDINANCE OF THE TOWNSHIP OF FRANKLIN
AMENDING CHAPTER 90 OF THE CODE OF THE TOWNSHIP OF
FRANKLIN ENTITLED, "LAND USE AND DEVELOPMENT" TO REVISE
SECTION 90-54 WITH RESPECT TO THE KEEPING OF FARM ANIMALS

Denise L. Becton, RMC/CMR
Municipal Clerk

RESOLUTION NO. R:BOH 2022-1

RESOLUTION BY THE BOARD OF HEALTH OF THE
TOWNSHIP OF HARMONY, COUNTY OF WARREN,
STATE OF NEW JERSEY DESIGNATING NEWSPAPERS
TO RECEIVE NOTICES OF MEETINGS OF SAID BOARD

WHEREAS, Section 3d of the Open Public Meetings Act, Chapter 231, P. L. 1975 requires that certain notice of meetings be submitted to two newspapers, one of which shall be the official newspaper; and

WHEREAS, the second newspaper designated by this Board must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of this Board of such meeting;

NOW, THEREFORE BE IT RESOLVED by the Board of Health of the Township of Harmony, County of Warren, State of New Jersey, as follows:

- 1) The EXPRESS-TIMES Warren County NJ Zone is hereby designated as the official newspaper of the Township of Harmony to receive all notices of meetings as required under the Open Public Meetings Act.
- 2) The STAR-LEDGER is hereby designated as the secondary newspaper which also has the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

This Resolution shall take effect immediately.

* * * * *

I, Kelley D. Smith, Secretary of the Board of Health of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board of Health at its reorganization meeting held on January 4, 2022.

Kelley D. Smith
Secretary

RESOLUTION NO. R:BOH 2021-2

RESOLUTION BY THE BOARD OF HEALTH OF THE
TOWNSHIP OF HARMONY, COUNTY OF WARREN,
STATE OF NEW JERSEY IN REGARD TO REGULAR
MEETING DATES

WHEREAS, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that at least once a year not later than January 10th of such year, every public body shall post and mail to newspapers designated by said body, a schedule of the location, time and date of each regular meeting of said body during the succeeding year;

NOW, THEREFORE BE IT RESOLVED by the Board of Health of the Township of Harmony, County of Warren and State of New Jersey, as follows:

1. Due to the COVID 19 health emergency the regular meetings of the Township Board of Health of the Township of Harmony, County of Warren, State of New Jersey, shall be held via hybrid (in-person or ZOOM). Instructions for joining the meeting can be found at harmonytwp-nj.gov. All Meetings will commence at the conclusion of the Township Committees' regularly scheduled business meetings, if there is business to be heard, on the following dates in the year 2021:

January	4 (Tues.)	Reorganization/Regular Business at conclusion of Harmony Township Committee Meeting	
February	1 (Tues.)	July	5 (Tues.)
March	1 (Tues.)	August	2 (Tues.)
April	5 (Tues.)	September	6 (Tues.)
May	3 (Tues.)	October	4 (Tues.)
June	7 (Tues.)	November	1 (Tues.)
		December	6 (Tues.)

2. This Resolution shall take effect immediately.

* * * * *

I, Kelley D. Smith, Secretary of the Board of Health of the Township of Harmony, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Board of Health at its reorganization meeting held on January 4, 2022.

Kelley D. Smith
Secretary